

REGULAR MEETING

November 08, 2011

7:00 p.m.

There being a quorum present, Mayor Saunders called the meeting to order at 7:00 p.m.

Council members present: Rick Neumayer, Brett Latta, Greg Allen, Ann Fessenden and Tyrone Martin

Absent: None

Neumayer made a motion to approve the Consent Agenda to include the Minutes to the last meeting and budget review and payment of bills. Latta seconded the motion. Votes:

For – Neumayer, Latta, Allen, Fessenden and Martin

Against – None

Passed – 5-0

Public Comment:

- None

Because of the closing of *The Navarro County Times*, Neumayer made a motion to designate *The Kerens Tribune* as the official newspaper of the City of Kerens. Fessenden seconded the motion. Votes:

For – Neumayer, Latta, Allen, Fessenden, and Martin

Against – None

Passed – 5-0

Neumayer made a motion to cast all of the City’s votes for Buster Atkeisson for the Navarro Central Appraisal District Board of Directors. Latta seconded the motion. Votes:

For – Neumayer, Latta, Allen, Fessenden, and Martin

Against – None

Passed – 5-0

Cindy Scott presented the following Budget Amendments for Fiscal Year Ending 9/30/2011 for consideration:

GENERAL FUND

acct #	account name	FYE 9/30/11 Adopted	Actual	Adjustment
4001	NOW Account Interest	125.00	29.03	(95.97)
4003	Misc Admin Revenue	10.00	0.26	(9.74)
4005	Building Permits	1,125.00	9,510.75	8,385.75
4006	Clean Kerens	4,350.00	3,370.00	(980.00)
4009	Copies & Faxes	200.00	320.19	120.19
4010	Sale of Assets	0.00	5,411.36	5,411.36
4013	License, Registrations & Permits	500.00	506.00	6.00
40	ADMIN REVENUES	6,335.00	19,172.59	12,837.59

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7:00 p.m.

4401	Daily Receipts-Streets	17,500.00	17,294.00	(206.00)
4402	Steet Dept-Mow & Demltion	3,000.00	2,880.00	(120.00)
44	STREET DEPT REVENUES	20,500.00	20,174.00	(326.00)
4501	Sanitation Fees	64,000.00	67,132.23	3,132.23
45	SANITATION REVENUES	64,000.00	67,132.23	3,132.23
4601	Court Fines & Fees	90,000.00	130,508.79	40,508.79
4604	Court Technology Fund	3,600.00	6,220.61	2,620.61
4608	Court Security Fund	2,400.00	4,665.44	2,265.44
4610	Court Time Pay Fees	150.00	224.56	74.56
4612	Court MSB Fees	500.00	758.56	258.56
4613	Court Omni Fees	300.00	394.87	94.87
4602	Court Refunds	(50.00)	-249.90	(199.90)
4603	Dog License & Fees	400.00	726.00	326.00
4605	Police Reports	10.00	16.25	6.25
4607	Law Enf. Education Grant	800.00	854.30	54.30
4609	Police Misc. Revenue	10.00	1,640.10	1,630.10
46	TOTAL POLICE DEPT REVENUE	98,120.00	145,759.58	47,639.58
4801	Current Property Taxes	228,864.00	232,284.68	3,420.68
4802	Prop.Tax Discount Allowed	(3,000.00)	(3,469.01)	(469.01)
4803	Delinquent Property Tax	10,000.00	9,628.76	(371.24)
4804	Pen & Int on Prop Tax	5,000.00	7,108.69	2,108.69
4806	Sales Tax From State	70,000.00	82,692.89	12,692.89
	4-B Sales Tax	18,000.00	20,671.98	2,671.98
4807	Street Maint. Sales Tax	18,000.00	20,671.98	2,671.98
4810	Alcoholic Beverae Tax	100.00	91.92	(8.08)
4808	Franchise Fees	56,000.00	55,823.38	(176.62)
4811	Hotel Occupancy Tax	500.00	415.36	(84.64)
4809	P.I.L.O.T. from PHA	2,500.00	2,782.16	282.16
48	TOTAL TAX REVENUES	405,964.00	428,702.79	22,738.79
4901	Rental Income	1,800.00	2,200.00	400.00
4	TOTAL REVENUES	596,719.00	683,141.19	86,422.19
5	TOTAL EXPENSES	596,719.00	615,924.18	23,015.88
	Excess/(Shortfall)	0.00	67,217.01	63,406.31
	Economic Development Corp	18,000.00	20,671.98	2,671.98

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	Clean Kerens	4,350.00	3,370.00	(980.00)
5401-9	Rental Prop Electricity	750.00	676.08	(73.92)
5402-9	Rental Prop Gas	350.00	290.85	(59.15)
5404-9	Rental Prop R & M	5,000.00	764.03	(4,235.97)
	Total Rental Property Expenses	6,125.00	1,730.96	(4,394.04)
5011-0	Admin Salary & Wages	54,103.00	54,644.00	541.00
5013-0	Admin Contract Labor	500.00	3,950.00	3,450.00
5014-0	Admin Health & Life Ins	13,020.00	7,591.00	(5,429.00)
5015-0	Admin Workers Comp	160.00	208.50	48.50
5016-0	Admin OASDI Expense (.062)	3,355.00	3,400.32	45.32
5017-0	Admin Medicare Expense (.0145)	785.00	795.23	10.23
5019-0	Admin Unemployment	0.00	2,271.17	2,271.17
5021-0	Admin Employee Retirement Plan	1,600.00	1,414.92	(185.08)
5103-0	Admin Real Prop Insurance	1,200.00	533.80	(666.20)
5106-0	Admin Vehicle Liability	32.00	26.00	(6.00)
5110-0	Admin Gen Liability Ins	750.00	265.00	(485.00)
5112-0	Admin Errors & Omissions	1,000.00	1,011.00	11.00
5201-0	Admin Equipment R & M	100.00	0.00	(100.00)
5203-0	Admin Equipment Lease	2,500.00	2,533.58	33.58
5401-0	Admin Electricity	5,000.00	3,755.43	(1,244.57)
5402-0	Admin Gas	800.00	528.58	(271.42)
5404-0	Admin Bldg R & M	3,000.00	2,485.51	(514.49)
5501-0	Admin Legal Fee	200.00	390.00	190.00
5502-0	Admin Newspaper Ads	50.00	294.15	244.15
5503-0	Admin Dues & Publications	1,500.00	1,774.00	274.00
5504-0	Admin Travel & Training	500.00	1,001.91	501.91
5505-0	Admin Office & Comp Sup	4,000.00	3,072.51	(927.49)
5550-0	Admin Misc Exp	1,500.00	1,583.86	83.86
5801-0	Admin Audit Fees	2,500.00	2,375.00	(125.00)
5802-0	Admin Bank Fees	50.00	73.57	23.57
5803-0	Admin Council Fees	250.00	0.00	(250.00)
5804-0	Admin Election Expense	2,000.00	2,727.64	727.64
5805-0	Admin Mail & Postage	1,200.00	1,203.49	3.49
5807-0	Admin Telephone	3,500.00	3,672.16	172.16
	TOTAL ADMIN EXPENSES	105,825.00	104,252.33	(1,572.67)
5012-3	Shop Hourly Wages	17,260.00	16,418.50	(841.50)
5010-3	Shop Overtime	1,920.00	1,707.98	(212.02)
5014-3	Shop Health Insurance	7,490.00	7,583.63	93.63
5015-3	Shop Workers Comp	1,000.00	664.00	(336.00)
5016-3	Shop OASDI Expense (.062)	1,195.00	1,130.00	(65.00)

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5017-3	Shop Medicare Expense (.0145)	280.00	264.19	(15.81)
5018-3	Shop Uniform Expense	650.00	590.45	(59.55)
5021-3	Shop Retirement Plan	572.00	540.67	(31.33)
5103-3	Shop Real Prop Ins	50.00	66.75	16.75
5201-3	Shop Equip R & M	500.00	138.96	(361.04)
5202-3	Shop Gas & Oil	500.00	542.54	42.54
5401-3	Shop Electricity	1,500.00	1,541.11	41.11
5402-3	Shop Gas	0.00	59.81	59.81
5404-3	Shop Building R & M	50.00	24.95	(25.05)
5505-3	Shop Parts & Supplies	7,500.00	4,642.31	(2,857.69)
5550-3	Shop Misc Expense	25.00	0.00	(25.00)
	TOTAL SHOP EXPENSES	40,492.00	35,915.85	(4,576.15)
5012-4	Street Dept Hourly Wages	11,722.00	11,800.00	78.00
5015-4	Street Dept Workers Comp	1,000.00	1,224.00	224.00
5016-4	Street Dept OASDI Expense (.062)	727.00	737.80	10.80
5017-4	Street Dept Medicare Exp (.0145)	170.00	172.42	2.42
5018-4	Street Dept Uniform Exp	650.00	1,013.19	363.19
5102-4	Street Dept Casualty Loss	0.00	185.00	185.00
5103-4	Street Mobile Equip Ins	400.00	392.00	(8.00)
5105-4	Street Dept Damage Ins	400.00	786.00	386.00
5106-4	Street Dept Veh Liability	600.00	911.25	311.25
2301	Street Dept Note Payable		10,000.00	10,000.00
5846-4	Street Dept Interest Exp		845.35	845.35
5201-4	Street Dept Equip R & M	5,000.00	7,579.00	2,579.00
5404-1	Park Dept R & M		13.63	13.63
5202-4	Street Dept Equip Gas&Oil	3,500.00	4,678.36	1,178.36
5203-1	Park Dept Electricity	3,200.00	1,504.05	(1,695.95)
5401-4	Street Dept Electricity	35,000.00	29,722.73	(5,277.27)
5404-4	Street Repair (Maint Tax)	18,000.00	20,671.98	2,671.98
5505-4	Street Dept Parts/Supplies	5,000.00	3,003.35	(1,996.65)
5550-4	Street Dept Misc Exp	25.00	39.84	14.84
5841-4	Street Dept Asphalt&Gravl	10,000.00	0.00	(10,000.00)
5940	STREET DEPT CAPITAL EXP	17,030.00	6,450.00	(10,580.00)
	Total Street Dept. Expenses	112,424.00	101,729.95	(10,694.05)
5013-5	Sanitation Dep Contract	60,000.00	64,100.26	4,100.26
	Total Sanitation Expenses	60,000.00	64,100.26	4,100.26
5011-6	PD Salary	118,000.00	105,446.97	(12,553.03)
5012-6	PD Hourly Wages		18,461.26	18,461.26
5010-6	PD Overtime	2,000.00	3,886.70	1,886.70
5014-6	PD Health & Life Ins	25,420.00	19,198.75	(6,221.25)

REGULAR MEETING

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7:00 p.m.

5015-6	PD Workers Comp	6,000.00	5,322.00	(678.00)
5016-6	PD OASDI Expense (.062)	7,300.00	7,961.61	661.61
5017-6	PD Medicare Exp (.0145)	1,710.00	1,861.98	151.98
5018-6	PD Uniform Expense	1,000.00	2,098.75	1,098.75
5021-6	PD Employee Retirement Plan	3,268.00	1,541.21	(1,726.79)
5105-6	PD Veh Damage Ins	1,000.00	442.19	(557.81)
5106-6	PD Veh Liability	1,000.00	615.00	(385.00)
5118-6	Law Enforcement Liab Ins	1,200.00	1,400.00	200.00
5201-6	PD Equipment R & M	5,000.00	9,470.10	4,470.10
5202-6	PD Gas & Oil	12,000.00	22,215.92	10,215.92
5404-6	PD Bldg R & M	250.00	61.56	(188.44)
5501-6	PD Legal Fee	0.00	135.00	135.00
5502-6	PD Newspaper Ads	25.00	0.00	(25.00)
5503-6	PD Dues & Publications	300.00	395.00	95.00
5504-6	PD Travel & Training	850.00	5,822.81	4,972.81
5505-6	PD Supplies	4,000.00	6,005.64	2,005.64
5550-6	PD Misc Exp	25.00	257.50	232.50
5861-6	PD Animal Control	3,000.00	2,056.77	(943.23)
5863-6	PD Communications	5,000.00	7,372.80	2,372.80
5960	PD CAPITAL EXPENDITURES	15,000.00	24,335.97	9,335.97
	Total Police Dept. Expenses	213,348.00	246,365.49	33,017.49
5501-9	Court Legal Fee	1,500.00	937.50	(562.50)
5503-9	Court Dues & Publications	150.00	50.00	(100.00)
5504-9	Court Travel & Training	500.00	573.77	73.77
5505-6	Court Office & Computer Supplies	250.00	779.07	529.07
5550-9	Court Security Expenses	2,400.00	4,665.44	2,265.44
5551-9	Court Technology Expense	3,600.00	6,220.61	2,620.61
5920-8	Court Collection Expense	1,500.00	811.71	(688.29)
	Total Court Expense	19,500.00	23,638.10	4,138.10
5201-7	FD Equipment		152.98	152.98
5401-7	FD Electricy		234.37	234.37
5505-7	FD Parts/Supplies	2,000.00	2,275.73	275.73
	Total Fire Dept. Expenses	2,000.00	2,663.08	663.08
5501-8	Tax Dept Legal Fee			
5502-8	Tax Dept Newspaper Ads	250.00	0.00	(250.00)
5550-8	Tax Dept Misc Exp	0.00	0.00	0.00
5881-8	Appraisal District Share	3,805.00	3,810.70	5.70
5882-8	Tax Dept Collection Fees	600.00	538.22	(61.78)
	Total Tax Dept. Expenses	4,655.00	538.22	(306.08)

REGULAR MEETING

November 08, 2011

7:00 p.m.

City's Share of Grant Expenses

948.00

948.00

REVENUE FUND

acct #	account name	actual	budget	adjustment
4001	NOW Account Interest	42.49	100.00	(57.00)
4002	Returned Check Charges	807.29	500.00	307.00
4004	Recover Bad Debt	100.00	0.00	100.00
4003	Misc Revenues	0.00	10.00	(10.00)
4101	Water Sales	384,646.35	395,000.00	(10,352.00)
4103	Water Late Charges	19,346.77	18,500.00	847.00
4104	Water Service Fees	2,050.00	2,500.00	(450.00)
4105	Water Tapping Fees	0.00	600.00	(60.00)
4106	Water Dept-Repair Service	0.00	25.00	(25.00)
4107	Transfer Fees	75.00	125.00	(50.00)
4201	Sewer Service Fees	181,556.82	215,000.00	(33,443.00)
4202	Sewer Tapping Fees	0.00	600.00	(600.00)
4206	Sewer Dept-Repair Service	0.00	25.00	(25.00)
5012-0	Admin Wages	15,174.25	15,700.00	(526.00)
5014-0	Admin Health Insurance	2,950.88	6,933.00	(3,982.00)
5015-0	Admin Workers Comp	134.84	100.00	35.00
5016-0	Admin OASDI Expense	937.71	973.00	(35.00)
5017-0	Admin Medicare Expense	219.31	228.00	(9.00)
5021-0	Admin Retirement Plan	0.00	468.00	(468.00)
5106-0	Admin Vehicle Liability	24.00	32.00	(8.00)
5110-0	Admin General Liability	484.90	750.00	(265.00)
5112-0	Admin Errors & Omissions	739.06	1,025.00	(286.00)
5201-0	Admin Equip R & M	0.00	50.00	(50.00)
5501-0	Admin Legal Fees	4,437.12	0.00	4,437.00
5502-0	Admin Newspaper Ads	38.50	25.00	(13.00)
5505-0	Admin Office & Comp Sup	1,458.10	2,000.00	(542.00)
5550-0	Admin Misc Expense	200.00	25.00	175.00
5801-0	Admin Audit Fees	0.00	2,500.00	(2,500.00)
5802-0	Admin Bank Fees	211.00	250.00	(39.00)
5803-0	Collection Fees	0.00	100.00	(100.00)
5805-0	Admin Mail & Postage	2,211.51	3,000.00	(788.00)
5011-2	Water/Sewer Salary	3,850.00	0.00	3,850.00
5012-1	Water/Sewer Hourly Wage	76,322.13	70,600.00	5,722.00
5010-1	Water/Sewer Overtime	9,796.46	9,400.00	396.00
5013-2	Sewer Dept. Contract Labor	18,345.95	18,000.00	346.00
5014-1	Water/Sewer Health Ins	27,540.18	34,664.00	(7,124.00)
5015-1	Water/Sewer Workers Comp	3,994.24	4,500.00	(506.00)
5016-1	Water/Sewer OASDI Expense	5,553.32	4,960.00	593.00

REGULAR MEETING

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5017-1	Water/Sewer Medicare Exp	1,298.92	1,160.00	139.00
5018-1	Water/Sewer Uniform Exp	2,504.33	2,500.00	4.00
5021-1	Water/Sewer Retirement Pl	670.91	2,400.00	(1,729.00)
5103-1	Water Dept Real Prop Ins	398.04	880.00	(482.00)
5103-2	Sewer Dept Real Prop Ins	596.33	1,220.00	(624.00)
5105-1	Water Dept Veh Damage Ins	81.66	50.00	32.00
5106-1	Water Dept Vehicle Liab	320.00	225.00	95.00
5120-1	Water Dept Casualty Loss	349.50	0.00	349.00
5201-1	Water/Sewer Equip R & M	4,305.70	3,000.00	1,305.00
5202-1	Water/Sewer Gas & Oil	9,408.29	6,000.00	3,408.00
5203-1	Water/Sewer Equip Rental	0.00	250.00	(250.00)
5401-1	Water Dept Electricity	10,093.90	9,400.00	694.00
5401-2	Sewer Dept Electricity	24,821.31	27,500.00	(2,678.00)
5404-1	Water Dist.System R & M	6,223.06	1,000.00	5,223.00
5404-2	Sewer Plant R & M	3,454.72	1,500.00	1,955.00
5502-1	Water Dept. Newspaper Ads	0.00	25.00	(25.00)
5503-1	Water Dept Dues & Pub	0.00	25.00	(25.00)
5503-2	Sewer Dept. Dues & Pub	0.00	25.00	(25.00)
5504-1	Water Dept Travel & Train	707.92	200.00	508.00
5504-2	Sewer Dept Travel & Train	0.00	500.00	(500.00)
5505-1	Water Dept. Parts & Supplies	20,249.72	20,000.00	250.00
5505-2	Sewer Dept Parts & Sup	6,015.78	8,000.00	(1,984.00)
5515-1	Water Dept Chemicals	2,101.68	4,000.00	(1,898.00)
5515-2	Sewer Dept Chemicals	9,549.32	15,000.00	(5,450.00)
5550-1	Water Dept Misc Expense	561.00	25.00	536.00
5550-2	Sewer Dept Misc Expense	0.00	25.00	(25.00)
5811-1	Water Purchased	176,611.80	190,000.00	(13,388.00)
5812-1	Water Dept Lab Fees	1,716.00	2,500.00	(784.00)
5822-2	Sewer Dept Lab Fees	3,323.00	2,500.00	823.00
5813-1	Water Dept Insp/Permits	1,662.50	1,000.00	662.00
5823-2	Sewer Dept Ins/Permit Fee	1,250.00	1,000.00	250.00
5814-1	Water Dept Engineer Fee	472.50	250.00	223.00
5824-2	Sewer Dept Engineer Fee	0.00	250.00	(250.00)
5817-1	Water Dept Communications	2,148.11	1,200.00	948.00
5818-1	Water Dept Contracted Exp	603.16	0.00	603.00
5828-2	Sewer Dept Contracted Exp	7,322.48	500.00	6,822.00
5826-2	Sewer Dept Damage Payment	150.00	900.00	(750.00)
5821-2	Sewer Dept Sludge Removal	1,339.47	1,500.00	(160.00)
	WATER DEPT CAPITAL			
5910	EXPEND	18,422.67	6,000.00	12,422.00
5827-2	Due to General Fund	0.00	9,510.00	(9,510.00)
	WWTP Interest Expense	18,443.28	18,432.00	11.00
	SEP/other special projects	9,411.97	13,500.00	(4,088.00)

REGULAR MEETING

November 08, 2011

7:00 p.m.

City's Share of Grant			
5590 Expenses	20,165.00	28,000.00	(7,835.00)

Neumayer made a motion to approve the amendments as presented. Martin seconded the motion. Votes:

For – Neumayer, Latta, Allen, Fessenden, and Martin

Against – None

Passed – 5-0

The council listened to Ruth Wilson’s complaint about Tyrone Martin’s dog barking while she is outside. No action was taken, but Mayor Saunders asked Chief Miers and Tyrone Martin to see if they couldn’t work this problem out.

Operations

- **Property Inspections** – Don Covey’s report shows 4 certificate of occupancy inspections, 2 citations, 15 vehicles abated (4 seized) for the month of October.
- **Water Dept.** – Scott reported that the attorneys for Navarro County Wholesale Ratepayers would be answering Corsicana Mayor, Chuck McClanahan’s letter in the Corsicana Daily Sun. NCWR believes that Mayor McClanahan’s letter contains several errors or at the least it uses facts that are misleading, and that it should not go unanswered.
- **Sewer Dept.** – no major problems. Latta stated that the odor has returned in the Logan Addition.
- **Street Dept.** – Roller repairs continue. Mayor Saunders is still trying to located buttons for Colket
- **Police Dept.** – Chief Miers stated that the NCSO and Kerens ISD are working with him to try to set up some joint training sessions. Mayor Saunders shared a letter from KISD Truant Officer commending Kerens PD for working so well with his office.
- **Animal Control** – Chief Miers stated that Covey and Ivey have attended the State’s zoonosis school.
- **Court** – No problems. Court is scheduled for December 5.
- **Tax Dept.** – Russell Hudson’s report showed 93.9% of taxes collected for the fiscal year just ended and 22.64% of current taxes collected at the end of October.
- **Office** – Scott reported that Texas State Comptroller’s office will require the City to pay Court Cost and Fees electronically beginning in January 2012. Scott also shared a letter from Union Pacific Railroad requesting consideration of further crossing closings.
- **Grants** – The extended Drainage Improvements will be completed by the end of December.
- **Economic Development** – El San Luis Restaurant is open.
- **Long Range Planning** – Mayor Saunders stated that the downtown lighting project will be turned over to Clean Kerens.

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7:00 p.m.

Neumayer made a motion to adjourn the meeting. Latta seconded the motion.
Votes:

For – Neumayer, Latta, Allen, Fessenden, and Martin

Against – None

Passed – 5-0

With no further business to transact, Mayor Saunders adjourned the meeting at 8:00 p.m.

Jeffrey Saunders, Mayor

Attest:

Cindy Scott, City Secretary